



**CIVIL AIR PATROL  
UNITED STATES AIR FORCE AUXILIARY**

3 AUG 1998

MEMORANDUM FOR THE NATIONAL BOARD AND CAP LO'S

FROM: HQ CAP/DOVI

SUBJECT: 1998 CAP/SSA Glider Program Guidance

This guidance letter supersedes the 20 March 1997 CAP/SAA Glider Program Guidance letter. The following guidance reflects updated program implementation and operational procedures.

**Organizational areas of responsibility:** SSA affiliate club members are the experts on glider operations and have the responsibility for operations at the glider port. CAP members are experts on cadet operations and have the responsibility for cadet organization and behavior at the glider port. It is essential each organization knows their strengths and responsibilities during glider operations. The CAP and SSA action officer, at the local level, will discuss and be clear on specific areas of responsibilities prior to joint operations.

**Locating SSA affiliate clubs and CAP units:** The following world wide web addresses will help each organization locate activities in their area.

SSA: <http://www.ssa.org/>

CAP: <http://www.cap.af.mil/nhg/dp/dpm/unitloc.html>

**Option One:** The SSA affiliate Certificated Flight Instructor - Glider (CFIG) can become a CAP member, completing the usual finger printing and the Cadet Protection Training Program. Level One training is encouraged but not required prior to CAP glider flight duty. However, if the member continues to participate in CAP glider activities he/she should complete level one training. CAP needs members with this specialty, unit commander's should consider the appointment of a special duty officer to ensure CAP membership requirements are completed in a timely and smooth manner, with emphasis on minimum frustration for the SSA affiliate CFIG. A CAP glider check pilot will administer an initial CAPF 5GI check flight IAW CAPR 60-1. If the wing does not have an active CAP glider check pilot, the CAP wing commander and the SSA state governor will coordinate the selection of a highly qualified CFIG to become a CAP Glider Check Pilot who meets the requirements in CAPR 60-1 paragraph 3-2.d. The requirement for National Check Pilot Standardization Course (NCPSC) is waived for individuals who have joined CAP and are **only** participating in the CAP glider program as a CAP Glider Check Pilot. Under this option, SSA affiliate club gliders are considered member furnished during cadet flight encampments and orientation flights.

**Option Two:** SSA affiliate Certificated Flight Instructors - Glider (CFIG) may conduct limited glider orientation/encampment flights with CAP cadets. **These flights are CAP activities. The cadets are covered by CAP corporate insurance and the SSA aircraft and CFIG are covered by their perspective club insurance. These flights carry USAF Assigned Mission Status, mission symbol B16, providing protection under the Federal Torts Claims Act. These flights must be individually approved, in advance, by HO CAP/DO.** Senior

Member leadership of cadets must be present at all times during the soaring operation. For glider activity approval, submit a written request, that includes details of the activity and names of the CFIGs along with their qualifications to:

HQ CAP/DOV  
105 South Hansell St.  
Maxwell AFB, AL 36112

FAX: 334-953-2599  
E-mail: dov@cap.af.mil

**CAP Member Soaring Uniform:** Soaring activity demands that comfortable, loose-fitting, nonrestrictive clothing be worn. A T-shirt, such as the Demand Reduction T-shirt or CAP designed wing T-shirt with a pair of shorts and tennis shoes will be sufficient. However, the final decision, as to uniform, rests with the region/wing commander.

**SSA Affiliate Club Launch Aircraft & Equipment:** If aerotow is used the tow pilot has two options.

Option 1 - The pilot may be a CAP member flying either an SSA affiliate club tow plane (member furnished) or a CAP corporate owned tow plane (when available). In either case the flight will be considered a CAP flight activity providing liability and workmen compensation protection IAW CAPR 60-1 (CAP does not provide Hull Insurance for member furnished aircraft).

Option 2 - An aerotow that is not a CAP flight activity IAW CAPR 60-1 will be operating as a vendor and will be responsible for providing insurance from another source (normally provided by the affiliate club). Ground launch equipment (winch or autotow) is authorized and will be covered by the affiliate club insurance. Questions of insurance need to be discussed and agreed upon at the SSA affiliate club level or call HQ CAP/DOV. If needed, a certificate or insurance (liability) can be supplied by HQ CAP General Counsel (Contact HQ CAP/GCI at 334-953-6019).

## **Orientation Flights:**

### **HQ CAP Reimbursement:**

\$25.00 per cadet flight.

(Ground launching may be more cost effective and afford the cadet more than one flight.)

Reimbursement procedures: Submit a CAPF 7 directly to:

HQ CAP/CP  
105 S. Hansell St.  
Maxwell AFB, AL 36112

To ensure the correct reimbursement, make sure the CAPF 7 indicates **“Glider Flights”**.

Payment arrangements with the SSA affiliate club will be finalized prior to the flight activity at the CAP squadron/SSA affiliate club level. **It is strongly suggested that the CAP unit pay the**

**SSA club for their services immediately after the activity and then submit the CAPF 7 for reimbursement.**

### **Cadet Flight Orientation Program Syllabus:**

For orientation flights the cadet and SSA CFIG's should be familiar with the **CAP Form 77, Cadet Flight Orientation Program Syllabus**, that is available, through normal CAP distribution channels.

**Orientation Pilot Requirements,** The following orientation pilot requirements must be met:

- (1) Be an active CAP pilot at least 21 years of age (or 18 years of age with a valid FAA CFI certificate).
- (2) Glider pilots must have at least 50 hours or 100 flights as PIC of a glider or be a current CFIG.
- (3) Satisfactorily demonstrate a thorough knowledge of the cadet orientation flight syllabus (CAPF 77) to a CAP check pilot and have the CAPF 5 flight check annotated as qualified to conduct cadet orientation flights.
- (4) Be designated in writing as a cadet orientation pilot in the applicable aircraft group(s) by the present Executive Director, region or wing commander.

### **Flight Encampments:**

**HQ CAP Reimbursement:** Reimbursement is IAW CAPM 50-1 6. This reimbursement is paid, after the individual cadet completes the encampment. The reimbursement is limited and on a first come, first serve basis. For program specifics contact the Special Activity Program Manager at HQ CAP/CPL 334-953-53 15.

**Courseware, Syllabus, & Flight Manuals:** The SSA and CAP suggest the Joy of *Soaring* or the *Soaring Flight Manual* as the standard encampment manual for ground school. Other manuals from noted authors have been used and are certainly acceptable (Clear the use of other manuals with HQ CAP/CPL 334-953-53 15). The SSA Flight Log Book will be used and a syllabus / student training folder and maneuvers manual will be provided by HQ CAP/CPL. The Joy of *Soaring*, *Soaring Flight Manual* and logbooks are available from the SSA at 505-392-1 177.

**Ground School:** Flight encampment ground schools should include a minimum of 20 hours of instruction with at least 2 hours of instruction per day. Orientation flight activities should offer some type of ground training. i.e. ground flight operations, fundamentals of glider flight, etc.

Questions concerning the CAP/SSA glider program may be directed to:

HQ CAP/DOV

105 S. Hansell Street  
Maxwell AFB, AL 36112  
email: dov@cap.af.mil



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